

**321—24.5(231D) Initial certification process for nonaccredited program.**

**24.5(1)** DIA shall determine whether or not the proposed adult day services program meets applicable requirements contained in Iowa Code Supplement chapter 231D and this chapter upon receipt of all completed documentation, including state fire marshal approval and structural and evacuation review approval.

**24.5(2)** DIA shall notify the applicant within five working days of any preliminary determination.

*a.* If the determination is to certify, DIA shall issue a conditional certification not to exceed one year.

*b.* If the determination is to deny certification, DIA shall provide the applicant the opportunity for hearing in accordance with 321—26.4(17A,231C,231D).

**24.5(3)** The conditional certification shall allow the applicant to begin operation and accept participants into the program.

**24.5(4)** Within 90 calendar days following issuance of conditional certification, DIA shall conduct an on-site monitoring evaluation to determine compliance with the provisions of Iowa Code Supplement chapter 231D and this chapter.

**24.5(5)** If regulatory insufficiencies are identified as a result of the monitoring evaluation, DIA shall issue a report of the findings to the program by certified mail within 20 working days following the monitoring evaluation. The program shall be required to submit a plan of correction to DIA within ten working days following receipt of the report.

**24.5(6)** DIA shall make a final certification decision based on the results of the monitoring evaluation and review of an acceptable plan of correction.

**24.5(7)** DIA shall notify the program of a final certification decision within 10 working days following the finalization of the on-site monitoring evaluation report or receipt of an acceptable plan of correction, whichever is applicable.

**24.5(8)** If the decision is to continue certification, DIA shall issue a full two-year certification effective from the date of the original conditional certification.

**24.5(9)** If the decision is to discontinue certification through denial, DIA shall provide the program the opportunity for a hearing under 321—26.4(17A,231C,231D).